



Please follow the below process regarding collegiate who are being displaced from colleges due to school closures and them needing to go home.

For each collegiate that has been displaced:

- Continue contacting the collegiate every two weeks for an update, but do so by phone.
- Track the following items on each collegiate:
 - Where they are going/physical address
 - Good Point of Contact
 - Expected return date to school

Please put the above tracked information in their Pride Mod notes for the NRC Collegiate Manager's tracking purposes.

You may also need to check with your COC to ensure if they do or do not want a report of your collegiates' whereabouts.